

**PORT ORFORD PARKS COMMISSION
REGULAR HYBRID MEETING
Thursday, February 3, 2022; 6:00 P.M.**

MINUTES

Present: Chair Bryan Thompson, Kelly Bechtel, Clark Kocurek, Greg Tidey, Ciaran Fraser, Amy Mumford, Eddie Kessler

Staff: CA Ginsburg

Audience: Susan, Main Street; Jen Bailey, Jubilee; Ulli Lau, Rotary Club

1. Call to Order: Chair Thompson called the meeting to order the virtual meeting Thursday, February 3, 2022, at 6:00 P.M. Commissioners recited the Pledge of Allegiance led by Chair Thompson.

2. Additions to the Agenda: Park takes control of the A-frame March 1, thus a discussion on maintenance and repair needs discussed this meeting.

3. Citizens' Concerns: None.

4. REPORT: Buffington Park Host: Not in attendance.

5. Consent Calendar: Meeting Minutes January 6, 2022.

Comm. Tidey moved to approve the minutes from the January 6, 2022 meeting as written with Comm. Kocurek as second. *Motion carried 5-0.*

Discussion: None.

<i>Comm. Thompson</i>	<u><i>Yes</i></u>	<i>Comm. Bechtel</i>	<u><i>Yes</i></u>	<i>Comm. Fraser</i>	<u><i>Yes</i></u>
<i>Comm. Kocurek</i>	<u><i>Yes</i></u>	<i>Comm. Tidey</i>	<u><i>Yes</i></u>		

6. Financial Report: CA Ginsburg is in attendance. CA Ginsburg clarified items in the finance report. CA Ginsburg advised Parks Commissioners that City Council is working on funds for building maintenance city wide.

Discussion: Comm. Bechtel requested a scaled-down version of a financial report directed at Parks financials for easier understanding.

Park Commissioners approved the financial report by consensus.

7. Commission Reports:

Comm. Tidey: Reported that Parks takes over the A-frame after this month. The building is not ready for use. The decking needs replaced.

Comm. Tidey reported the goal is to have the disk golf course installed and ready by this summer. Items are paid for. The course need designed. Chair Thompson suggested using the trees recently removed for the course. He and Comm. Tidey will inspect the wood.

Comm. Fraser: Comm. Fraser advised of citrus sales proceeds of \$905.00 received. She discussed other fundraisers in the future. Comm. Fraser will contact the citizen that pledged a matching fund. Comm. Fraser advised of wooden salmon cutouts for children to paint that could be put on the fence at the park in a swimming design. This could be a fundraiser, or it could be a community activity.

Chair Thompson moved to approve 150 dollars to pay Joe Brown to cut out the wooden fish with Comm. Fraser as second. **Motion carried 7-0.**

Discussion: None.

Comm. Thompson	<u>Yes</u>	Comm. Bechtel	<u>Yes</u>	Comm. Fraser	<u>Yes</u>
Comm. Kocurek	<u>Yes</u>	Comm. Tidey	<u>Yes</u>	Comm. Mumford	<u>Yes</u>
Comm. Kessler	<u>Yes</u>				

Chair Mumford: Comm. Mumford reported on the baseball diamond. She had a community member who wants to donate a vintage baseball bat to be used for display. Comm. Mumford reported a baseball player got the keys from the parks manager and used he equipment at the diamond. They were very appreciative and excited to use the equipment. Comm. Mumford would like the equipment more accessible to the public.

Comm. Mumford researched companies in Oregon that can help with the directional signage in the parks. She found three companies, one in Bend, one in Medford and one in Eugene. Commissioners will come up with maps to assist in determining where signage is needed. Once the signage need is determined bids will be pursued.

Comm. Bechtel: Comm. Bechtel gave a report on the maintenance that has been done to the Visitor’s Center getting it ready for reopen. The front of the building is ready. The bathrooms and back are a mess and need work. She suggested commissioners pitch in for a day for bathroom cleanup. The Visitor Center opened the weekend of the 3rd and had some attendance. She has not been very successful finding volunteers. CA Ginsburg advised she has four volunteer applications at City Hall.

Main Street use of the Visitor’s Center is addressed by Susan. Redfish Rocks intend to attend the next month’s meeting. Susan reported that she has moved paper records into the Visitor Center, currently accessing only a 3x3 shelving area. She cleaned off a sandy desk, which only half is usable. Main Street needs to use the physical Visitor Center address for business use.

Chair Thompson advised tabling this conversation until next meeting when Redfish Rocks can attend. Financials need to be discussed.

Comm. Kessler: Comm. Kessler reported the skate park is too wet for use at the time. He would like to see maintenance begin at Battle Rock Park. There are picnic tables in the willow trees that are not usable. New pads and tables are suggested.

Comm. Kocurek: Reported on the baseball equipment checkout. Last month a storage for equipment under the announcer's stand was discussed. After inspection, that area is not appropriate. He suggested a lean-to of some type. The current shed cannot be left open. Chair Thompson suggested a locking box that is secured to the fence.

Comm. Kocurek updated information on bleachers. The number of seats will have to be determined before getting a bid. Aluminum bleachers unassembled and delivered is approximately 2,000 dollars per 15-foot section.

Comm. Kocurek inspected and found standing water in both bathrooms at Buffington Park. It is likely due to floor settling. Comm. Kocurek purchased and will donate a "Floor Slippery When Wet" sign. One inch rubber mats with perforation are suggested. Comm. Kocurek will get measurements and get assistance from Jessica for Amazon order. John Isadore, public works, will be advised of the water issue.

8. Old Business:

- a. **Fourth of July Jubilee Update – New Commission:** Jen Bailey, new secretary of the Jubilee is in attendance. She updated commissioners on the new board for the Jubilee. Ms. Bailey spoke on moving the activities from Battle Rock to Buffington Park to avoid the wind. The Jubilee is anxious to pursue all activities for the Fourth of July. Chair Thompson advised Buffington has a lot of space and parking available. Insurance regulations are discussed. Accommodations for vendors discussed.
Parks Commissioners agree to support the idea of moving to Buffington Park by consensus. Power and bathrooms will need to be researched.
Commissioners asked for Jubilee attendance at every Parks Commission meeting prior to the Fourth of July. Jen Baily advised Jubilee has meetings the second and fourth Thursdays of every month at the Port Orford Community Center.
- b. **Playground Fundraiser Update: Additional Ideas/Timeline for Implementation/Old Demo:** Chair Thompson reported Margaret Miller is available for a meeting at the playground tomorrow. Attendance needs to be below 3 to avoid a quorum. Comm. Fraser will speak with Tom Calvanese for update on the grant. She asked for assistance with the grants and fundraising due to her busy schedule. Demolition of the old playground needs to not occur until construction of the new playground is ready. Comm. Tidey reported the school is getting a new playground and has offered their old playground to the Port Orford Parks. Parks will communicate with the school.
- c. **Visitor Center: Redfish rocks/Main Street/Light/Carpet/Plexi Glass on Desk:** As above. Comm. Bechtel will contact CA. Ginsburg regarding funding for carpet and desk.

d. Discussions:

Signage by Trash Cans Approved at last meeting: Verbiage needs decided. Comm. Tidey will work with CA Ginsburg on purchase and installation.

Better Picknic Area by Kids Play Area: As discussed above.

Baseball Equipment: This topic will be on the agenda in February. As discussed above.

Implementation Top 10 Goals: Bids and Grants: As discussed above.

9. New Business:

a. **Wifi for Legion Hall:** Ulli Lau, Vice President of Rotary Club, is in attendance. Mr. Lau spoke on the need for internet connection to accommodate meetings at the Legion Hall. CA Ginsburg reported the city contract does include the Legion Hall but does not state internet as a utility. She is researching the contract. The American Legion Hall is under Parks but the contract is under the City Hall. CA Ginsburg communicated with Mike Hewitt.

Chair Thompson moved to research internet availability in the A-frame and Legion Hall with Comm. Kessler as second. *Motion carried 7-0.*

Discussion: Chair Thompson will conduct research on availability and security.

<i>Comm. Thompson</i>	<u><i>Yes</i></u>	<i>Comm. Bechtel</i>	<u><i>Yes</i></u>	<i>Comm. Fraser</i>	<u><i>Yes</i></u>
<i>Comm. Kocurek</i>	<u><i>Yes</i></u>	<i>Comm. Tidey</i>	<u><i>Yes</i></u>	<i>Comm. Mumford</i>	<u><i>Yes</i></u>
<i>Comm. Kessler</i>	<u><i>Yes</i></u>				

10. Considerations:

a. Citizens: None.

b. Commissioners: Comm. Mumford suggested scheduling another parks walk-through prior to the March meeting and suggested Sunday February 27, 2022 to approve maintenance that needs done prior to spring. By consensus, commissioners agree.


c. Chair Thompson: None.

12: Future Meetings:

Park Commission walk-through January 27, 2022 at 1:00 at the A-frame to inspect parks for a spruce-up.

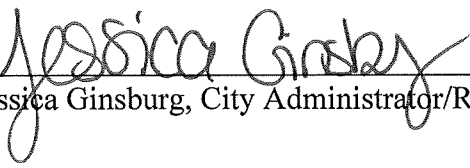
Park Commission meeting will be Thursday, March 10, 2022, at 6:00 p.m. held as a virtual meeting.

13: Adjourn: Meeting adjourned at 7:40 p.m. February 3, 2022.



Brian Thompson, Chair

Attest,



Jessica Ginsburg, City Administrator/Recorder

